

~~SECRET~~

~~CONFIDENTIAL~~

27 December 1962

MEMORANDUM FOR: Chief, WH Division

ATTENTION : Chief of Support

SUBJECT : Visit to [] Station

25X1A6A

REFERENCE : A. [] from C/WSHEADSET, [] dated
29 November 1962

25X1A

B. Dispatch to Chiefs of Station and Base from
Chief, DD/P, Subject: Misappropriation and
Misuse of Funds

1. Reference A indicated that during the WSHEADSET Certifying Officer's visits to [] during the periods 19-23 June and 6-9 November 1962, that considerable time was required in reconciling the various details to the accounting controls. It was further indicated that the errors usually arose due to carelessness on the part of the Custodian and suggested stronger guidance on the part of the Chief of Station.

2. The Chief, DD/P in his dispatch to Chiefs of Station and Base, reference B, adequately covered the question of responsibilities for the control and accounting for funds. In this case part of the trouble may be caused by lack of understanding of the accounting system, in which case the WSHEADSET representative should be requested to spend as much time as necessary at the station to explain the accounting system and processes to the Custodian and/or Chief of Station.

3. It is suggested in the interest of better administration that this problem be presented to the station in such a manner as to not jeopardize the effectiveness of the WSHEADSET representative.

25X1A9A

DDO	2	REV DATE	14-3-80	BY	[]
ORIG COMP	38	OPI	38	TYPE	02
ORIG CLASS	3	PAGES	7	REV CLASS	5
JUST	22	NEXT REV	2016	AUTH:	HR 70-2

Deputy Chief, Finance Division

Distribution:

Orig. & 1 - Addressee

2 - Fin. Div.

1 - WSHEADSET

1 - Accounts Br.

~~CONFIDENTIAL~~

FD/ADB:pbt

GROUP 1
Excluded from automatic
downgrading and
declassification